

Exhibit 10-L Pre-Award Audit Notification Letter

PRE-AWARD AUDIT NOTIFICATION LETTER

Local Agency Letterhead

To: (External Audit Manager Name)
External Audit Manager
Caltrans, Audits & Investigations, MS 2
P.O. Box 942874
Sacramento, CA 94274-0001

Date:
Federal Number:
Project Description:

Dear (External Audit Manager Name):

We are executing the pre-award audit and have contracted with the CPA firm of _____ to perform the work. The audit will be conducted following Generally Accepted Government Auditing Standards. The audit procedures that the firm will be following are:

List or identify procedures ("Standard Audit Program Procedures," Exhibit 10-M in this chapter).

At the end of the pre-award audit, a copy of the audit report will be forwarded to your offices for review. Should you have any questions, please call (Telephone Number).

Sincerely,

Local Representative Name _____
Title _____
Agency _____

Attachments: Proposed Contract
Draft Cost Proposal(s)
cc: DLAE

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